

Minutes
Voorheesville Public Library
Board of Trustees Meeting
27 April 2026

Attending: President Sarah Brunt, Georgia Gray, Laura Lamberton and Sarah Clark, clerk

Excused: Vice President Marielle McKasty-Stagg, Linda Conway

Others Attending: Tracey Pause, Lynn Kohler

Call to Order: 7:04 pm

Public Comments:

No public comments.

Consent Agenda

Motion (GG) Second (LL) Passed Unanimous: To accept the 27 April 2026 consent agenda as presented.

Old Business

None

New Business

Annual Report

The trustees reviewed the 2025 Annual Report to New York State.

Motion (LL) Second (GG) Passed Unanimous: To accept the 2025 Annual Report.

Construction Update

Sarah C. reported that NYS has accepted the application for the amendment of scope for the grant. The next step will be meeting with Wainschaf to determine a construction schedule.

Plumbing Update

Sarah C. reported that the engineers are working on what needs to be done to fix the drainage issue. The trustees discussed this, but no decisions were made.

Fund Transfers

Sarah C. reported that she had four requests for the trustees to move funds within the budget guidelines. These were discussed and the following transfers for made:

Motion (GG) Second (SB) Passed Unanimous: To approve budget transfers as follow:

To increase the Building Maintenance line by \$4,221.30, the amount encumbered in unfilled 2025 Baker & Taylor orders.

To increase the Teen Programs line by \$100 from the UHLS grant-funded Manga Madness program.

To increase the general programs line by \$1,500 from the Equity Challenge.

To increase the 2026 SRP line by \$500 from the Stewart's Matching Grant for the Summer Reading Program kick-off.

WCAG Update

Sarah C. reported that the Web Content Accessibility Guidelines deadline has been extended for our library to April 2028. The trustees discussed this. Attendees were satisfied with the website's current progress and future plans.

Voting Ballots

Sarah C. shared that absentee ballots are now available for the upcoming budget vote.

Public Comments:

No public comments.

The next regular meeting of the board will be Monday, May 18 at 7:00 p.m. The policy committee will meet at 6:30 p.m.

Motion (GG) Second (LL) Passed Unanimous: to adjourn at 7:25 pm

Voorheesville Public Library

Board of Trustees Meeting

April 27, 2026, 7:00 p.m.

Meeting Called by: Sarah Brunt, President

Attendees: Georgia Gray; Laura Lamberton; Sarah Clark, Clerk

Others Attending: Tracey Pause, Assistant Director, Lynn Kohler, Administrative Assistant

Excused: Marielle McKasty-Stagg, Linda Conway

1. Meeting Call to Order by President

2. Opportunity for the public to be heard. (20-minute period, limit of 3 minutes per person)

3. Consent Agenda (5 minutes)

Minutes of Regular Board Meeting

Director's Report

Personnel Report

Friends of the Library Report

Equity Challenge Report

Treasurer's Report

Warrants

Committee Reports

Action: The Board of Trustees approves the consent agenda as presented if no items require exclusion.

4. Old Business (5 minutes)

5. New Business (5 minutes)

Annual Report

Construction Update

Plumbing Update

Baker & Taylor Encumbered Funds, etc.

WCAG update

6. Opportunity for the public to be heard. (20-minute period, limit of 3 minutes per person)

Next Board Meeting: Monday, May 18, 2026, 7:00 p.m. - Budget Hearing

7. Adjournment

Upcoming 2026 Meetings:

May 18 Budget hearing

June 22

July 27

September 28

October 26|

Nov/Dec 14

To increase the Building Maintenance line by \$4,221.30, the amount encumbered in unfilled 2025 Baker & Taylor orders.

To increase the Teen Programs line by \$100 from the UHLS grant-funded Manga Madness program.

To increase the general programs line by \$1500 from the Equity Challenge.

To increase the 2026 SRP line by \$500 from the Stewart's Matching Grant for the Kick-off

TU	28	42	14	112	36	75	37	56	212
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Reference Stats:

	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Visitors	3710	3311	4292	3456	3103	3230	3155	3418	4422
Computer									
Users	111	94	111	117	95	119	131	164	152
Ref Questions	568	664	295	540	534	431	568	561	489
Computer Help	48	29	44	46	24	42	54	43	39
Days Open	25	25	29	30	27	28	28	27	31
Non-Library events	1	3	1	4	3	5	2	2	4
Study Room Use	25	36	27	28	26	30	31	29	31
Exam Proctoring	0	0	0	0	0	0	0	0	0
Last Year's Visitors	3487	3954	3641	3083	2552	3068	3613	3226	4278

Program Stats:

	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
0-5 Programs	11	5	11	12	9	8	9	13	12
0-5 Attendance	258	118	251	287	221	174	248	388	330
6-11 Programs	18	8	3	2	5	4	7	11	9
6-11 Attendance	442	290	60	36	70	101	153	420	142
12-18 Programs	3	6	7	8	5	10	5	9	11
12-18 Attendance	32	96	458	138	153	312	127	47	186
Adult Programs	15	14	22	29	21	15	24	21	27
Adult Attendance	205	235	293	380	262	186	312	286	377
General Programs	3	4	3	1	1	0	0	0	1
General Attendance	403	498	92	20	77	0	0	0	14
Offsite Attendance	360	287	608	288	161	472	266	158	263
Virtual Attendance									27
At the Library	41	31	33	44	33	23	33	42	49
Offsite	2	2	3	1	0	0	0	1	0
YS Offsite	7	4	10	5	5	13	9	11	11
Virtual	0	0	0	2	3	1	3	3	3

YS Virtual 0 0 0 0 0 0 0 0

Personnel Report:

Claudia LeClair, who owns her own cleaning business, is cleaning Wednesdays and Fridays. Becker Property Management will be contracted to mow this summer. Lynn sent requests for quotes to three companies, and Becker’s had the best price. We are still looking for an on-demand solution for indoor maintenance.

Friends of the Library Meeting Report:

Cheryl who helps Kathy will Encore will be helping Julie with social media posts as well as volunteer schedules.

One of the FoL members will be looking into the possibility of friends sponsored bus trips.

The friends have approved the Summer Reading Program budget for adults, teens and youth services. The friends have also approved the library to purchase a charging station for phones etc. for up to \$1000.

The library requested money of \$350.00 to purchase the rights to show The Librarians documentary. The board approved the request. We will be showing the film this fall.

The next FoL meeting is Monday, May 4 at 6:30 pm.

The book sale will be Sept 18, 19, and 20. Hours for the sale are TBD.

Equity Committee Report:

We met on March 26 to discuss the following submissions from Westerlo on Outreach, Programming, Facilities and Equipment and Collection Development. We also received one from Berne related to Collection Development.

UHLS with the Equity committee is bringing in someone to discuss Hearing Loss training. I will be attending this in person training scheduled for Wednesday, May 6 at 10:00 am.

There was no Getting it Done training at the Directors Association meeting in April.

Treasurer's Report:

March

Operating Checking Account: Ending Balance \$82,543.94

Opening Balance: \$40,639.82

Receipts: \$162,407.54

Disbursements: \$120,503.42

Expansion Checking Account: Ending Balance \$134,529.14

Opening Balance: \$22,986.14

Receipts: \$111,543.00

Disbursements: \$0

Money Market Account: Ending Balance \$1,418,218.66

Opening Balance: \$1,575,695.56

Receipts: \$2,523.10

Disbursements: \$160,000.00

Donation Checking Account: Ending Balance \$22,748.17

Opening Balance: \$22,709.59

Receipts: \$38.58

Disbursements: \$0

Debit Card Account: Ending Balance \$1,977.25

Opening Balance: \$1,977.25

Total Funds: \$1,660,017.16

Warrants:

Date	Num	Vendor	Amount
03/26/2026	45652	Bonadio & Co, LLP	1,500.00
03/26/2026	45653	CDPHP	402.01
03/26/2026	45654	Deborah Sternklar	81.95
03/26/2026	45655	HGNS INC	800.00
03/26/2026	45656	Highmark BSNENY	4,606.00
03/26/2026	45657	Ingram Library Services	609.19
03/26/2026	45658	Staples Inc and Subsidiaries	46.57
04/09/2026	45659	Ashley Evola	200.00
04/09/2026	45660	Capital EAP	225.00
04/09/2026	45661	Corning Museum of Glass	300.00
04/09/2026	45662	Dell Marketing L.P.	4,446.37
04/09/2026	45663	Doyle Security Systems Inc	185.49
04/09/2026	45664	Hudson River Maritime Museum	100.00
04/09/2026	45665	Ingram Library Services	509.59
04/09/2026	45666	John Love	825.00
04/09/2026	45667	Midwest Tapes	38.24
04/09/2026	45668	Parks/Schuyler Mansion	25.00
04/09/2026	45669	Staples Inc and Subsidiaries	228.54
04/09/2026	45670	Towels Outlet	1,792.75
04/09/2026	45671	Upper Hudson Library System	3,526.55
04/09/2026	45672	Ventfort Hall	125.00
04/09/2026	45673	Verizon	31.49
04/09/2026	45674	VOID	0.00
04/10/2026	45675	WACM	334.25
04/10/2026	45676	Heldeberg Workshop	75.00
04/22/2026	45677	Adam Stump	162.50
04/22/2026	45678	Alison Swanson	156.00
04/22/2026	45679	Bond, Schoeneck & King, PLLC	600.00
04/22/2026	45680	Brodart Co.	133.72
04/22/2026	45681	Butler Rowland Mays	4,396.80
04/22/2026	45682	C. LeClair Cleaning	346.50
04/22/2026	45683	CDPHP	402.01
04/22/2026	45684	Ingram Library Services	558.05
04/22/2026	45685	Kanopy	96.00
04/22/2026	45686	Meerkat Pest Control LLC	150.00

04/22/2026	45687	MVP Health Care	2,694.62
04/22/2026	45688	OverDrive Inc	184.33
04/22/2026	45689	Playaway Products LLC	164.99
04/22/2026	45690	Ten Eyck Group	1,157.00
04/22/2026	45691	Town of New Scotland	184.00
04/22/2026	45692	Upper Hudson Library System	1,893.92
04/22/2026	45693	Ingram Library Services	143.32
04/22/2026	45694	Tomasina Burch	85.00

\$34,522.75

\$34,522.75

Committee Reports:

Policy Committee: 3-D Printer Policy, Respect in the Workplace Policy